

OFFICE OF THE COMMONWEALTH'S ATTORNEY

Commonwealth's Attorney

Agency Position Summary

36	Regular Positions	/	35.5	Regular Staff Years
1	Exempt Position	/	1.0	Exempt Staff Year
37	Total Positions	/	36.5	Total Staff Years

Position Detail Information

COMMONWEALTH'S ATTORNEY

1	Commonwealth's Attorney E
1	Position
1.0	Staff Year

COMMONWEALTH'S ATTORNEY

1	Deputy Commonwealth's Attorney
3	Assistant Commonwealth's Attorneys IV
3	Assistant Commonwealth's Attorneys III
18	Assistant Commonwealth's Attorneys II
1	Chief of Administrative Services
1	Management Analyst I
1	Computer Systems Analyst I
2	Paralegal Assistants
1	Secretary IV
5	Legal Secretaries II, 1 PT
36	Positions
35.5	Staff Years

PT Denotes Part-time Positions
E Denotes Exempt Position

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AGENCY MISSION

To ensure that criminal laws of the Commonwealth of Virginia are enforced in the County and in the City of Fairfax.

AGENCY SUMMARY					
Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	36/ 35.5	36/ 35.5	36/ 35.5	36/ 35.5	36/ 35.5
Exempt	1/ 1	1/ 1	1/ 1	1/ 1	1/ 1
Expenditures:					
Personnel Services	\$1,351,995	\$1,745,735	\$1,700,735	\$1,771,345	\$1,815,628
Operating Expenses	95,476	90,861	117,704	86,105	86,105
Capital Equipment	21,092	0	40,556	0	0
Total Expenditures	\$1,468,563	\$1,836,596	\$1,858,995	\$1,857,450	\$1,901,733
Income:					
State Witness					
Reimbursement Fees	\$532	\$15,000	\$15,000	\$16,400	\$16,400
Commonwealth's					
Attorney Fees	13,523	13,188	13,188	13,188	13,188
State Share of					
Commonwealth's					
Attorney Retirement	34,063	43,455	36,869	45,597	45,597
State Share of					
Commonwealth's					
Attorney Expenses	1,107,504	1,467,509	1,452,531	1,489,112	1,489,112
City of Fairfax Contract	14,728	15,043	15,452	15,761	15,761
Total Income	\$1,170,350	\$1,554,195	\$1,533,040	\$1,580,058	\$1,580,058
Net Cost to the County	\$298,213	\$282,401	\$325,955	\$277,392	\$321,675

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Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2001 Advertised Budget Plan, as approved by the Board of Supervisors on April 24, 2000:

- The 2.5 percent cost-of-living/market rate adjustment approved by the Board of Supervisors, and previously held in reserve, has been spread to County agencies and funds. This action results in an increase of \$44,283 to the Office of the Commonwealth's Attorney.

The following funding adjustments reflect all approved changes to the FY 2000 Revised Budget Plan from January 1, 2000 through April 17, 2000. Included are all adjustments made as part of the FY 2000 Third Quarter Review:

- Net savings of \$27,000 primarily in Personnel Services are associated with the Close Management Initiatives program. These savings are now available for reinvestment in other County initiatives.

County Executive Proposed FY 2001 Advertised Budget Plan



Agency Overview

The Commonwealth's Attorney is a constitutional officer of the Commonwealth of Virginia. As such, he is not an officer or employee of the County from which he was elected. In this jurisdiction, the Commonwealth's Attorney is elected by voters of Fairfax City and Fairfax County.

The Office of the Commonwealth's Attorney (OCA) is charged primarily with the prosecution of crime. This office prosecutes criminal and traffic matters in the Fairfax County General District Court, criminal and delinquency matters in the Juvenile and Domestic Relations District Court, and all felony cases in the Fairfax County Circuit Court. The office handles both the violation of County ordinances and the violation of State statutes.

The caseload of the office is substantial and is one of the highest per prosecutor in the Commonwealth. For example, it handles such offenses as murder, rape, robbery, burglary, and illegal drug sales, from arrest to trial. It prosecutes a wide variety of misdemeanor and traffic cases, including more than 4,000 driving-under-the-influence violations, thousands of assaults, and thousands of petty thefts.

State law specifically mandates certain duties for the Commonwealth's Attorney. He is charged with advising the Grand Jury relative to their duties, representing the Electoral Board in certain election matters, and advising any officers or employees of Fairfax City or Fairfax County on matters involving conflict of interest. On a daily basis, the OCA works with numerous law enforcement units (e.g., State Police, Fairfax County Police, Fairfax City Police, the Town of Herndon and Town of Vienna Police, game wardens, and humane agents) in the course of investigations and in response to questions concerning criminal law.

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Funding Adjustments

The following funding adjustments from the FY 2000 Revised Budget Plan are necessary to support the FY 2001 program:

- An increase of \$49,816 due to the implementation of the new Pay for Performance program in FY 2001. The new system links annual pay increases to employee performance.
- An increase of \$15,869 due to the implementation of the Market Pay Study. As a result of the Study, incumbents in job classes that are found to be one grade below the market will be moved to the appropriate grade and receive a 2.0 percent market adjustment. Incumbents in classes found to be two or more grades below the market will be moved to the appropriate grade and receive a 4.0 percent market adjustment. In addition, funding is held in reserve to provide all employees with a 2.5 percent cost-of-living/market adjustment.
- A decrease of \$40,075 reflects salary adjustments based on the current grade of existing positions as well as increased salary vacancy savings based on actual experience.
- A decrease of \$18,999 in Operating Expenses is primarily attributable to \$13,469 in unexpended FY 1999 Close Management Initiatives (CMI) savings which were carried forward into FY 2000 and a net decrease of \$5,530 in various operating expenses based on actual experience in FY 1999.

The following funding adjustments reflect all approved changes to the FY 2000 Revised Budget Plan since passage of the FY 2000 Adopted Budget Plan. Included are all adjustments made as part of the FY 1999 Carryover Review and all other approved changes through December 31, 1999:

- Encumbered carryover of \$774 in Operating Expenses.
- Unencumbered carryover of \$48,625 including \$13,469 in Operating Expenses associated with the FY 1999 balance of CMI savings and \$35,156 in Capital Equipment for items required for previously approved juvenile justice positions which will be filled in FY 2000.



Objectives

- To continue to prosecute all criminal cases in Fairfax County and all felony cases occurring in the City of Fairfax, for which sufficient evidence is available to support charges.



Performance Indicators

- No Performance Indicators are available for this agency.